



CITY OF HOUSTON

Job Posting

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| Applications accepted from: | ALL PERSONS INTERESTED |
| Job Classification | STAFF EPIDEMIOLOGIST- SPECIALIST |
| Posting Number | PN# 109769 |
| Department | Health & Human Services Department |
| Division | Office of Surveillance and Public Health Prep. |
| Section | Epidemiology |
| Reporting Location | 8000 N Stadium Dr., 4 th Floor |
| Workdays & Hours | M - F, 8 a.m. - 5 p.m.* |

*Subject to change

DESCRIPTION OF DUTIES

Plans, designs, conduct and coordinate epidemiological investigations of disease and bioterrorism-related activities. Implements and evaluates disease surveillance, control, and intervention activities. May report to either Epidemiologist Manager or Epidemiologist Supervisor, depending on area of expertise.

CORE FUNCTIONS

- Plans and conducts active laboratory-based surveillance of microbiological pathogens.
- Conducts surveillance of morbidity by routinely analyzing morbidity data and database for early detection of patterns suggestive outbreaks. Recommends public health interventions where necessary and appropriate, including notification of agencies involved in regulating food/product safety.
- Initiates and completes active surveillance projects and retrospective-record reviews at assigned facilities, as required.
- Represents the Bureau in meetings and communications with committees, task forces, assigned facilities and other organizations to encourage timely disease reporting and promotes other interests of the Bureau and Department.
- Disseminates information on reportable conditions and other diseases of concern to the public, medical community, and others. Writes and edits articles for publication, responds to data request, prepares and delivers presentations of relevant topics as required.

WORKING CONDITIONS

The position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of papers or books (up to 20 pounds or an equivalent weight) may be required.

MINIMUM EDUCATIONAL REQUIREMENTS

Requires a Master's degree in Epidemiology or related biological, medical or medical research fields.

MINIMUM EXPERIENCE REQUIREMENTS

No experience is required.

MINIMUM LICENSE REQUIREMENTS

A valid Texas Driver License and compliance with City of Houston policy on driving (AP2-2).

PREFERENCES

A PhD in Public Health or Master's degree in Public Health with emphasis in Epidemiology and two years of professional experience as a Staff Epidemiologist are preferred.

SELECTION/SKILLS TESTS REQUIRED

None

SAFETY IMPACT POSITION

☐ Yes ☒ No

This position is subject to random drug testing and if candidate is promoted into this position, he/she must pass an assigned drug test.

SALARY INFORMATION

GRANT FUNDED POSITION

Grant positions are dependent upon continued available funds. If funding is no longer available, employee may be laid off or transferred. Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range is:

Salary Range - Pay Grade 22
\$1,748 - \$2,388 Biweekly \$45,450 - \$62,088 Annually

OPENING DATE

April 5, 2006

CLOSING DATE

Open Till Filled

APPLICATION PROCEDURES

Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1st floor. **Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 794-9142. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.**

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